XXX Parish Council - Coronavirus Planning

As of today 5/3/20 the Government is describing Coronavirus 19 as a moderate risk.

The key to the effectiveness of this plan is for everyone to take responsibility for their personal actions.

Initial stage

Currently the Government advice is for people to continue to go to work, school and other public places.

General advice to help stop viruses like coronavirus spreading are:

- Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available
- Cover your mouth and nose with a tissue when you cough or sneeze, if this is not possible, cough or sneeze into the crook of your elbow.
- Put used tissues into a bin immediately, do not reuse them.
- Avoid touching your eyes, nose or mouth, especially if your hands are not clean
- Try to avoid close contact with people who are unwell

Before council meetings and activities - Please wash your hands or use hand sanitiser on arrival at any meeting or event and before touching equipment/surfaces

You are encouraged to carry your own hand sanitizer and use it regularly.

You must stay away from public places (self-isolate) if you have been advised to by the 111 online coronavirus service or a medical professional, but we also request that if you have recently travelled to areas with high rates of infection or had contact with someone that has, not to attend council meetings or activities, please.

We will continue to monitor and act on government advice and keep councillors and staff up to date, all communications will be dated.

For the latest Government update see LINK - For Local Council sector specific advice see LINK

Next stage (2) - If the government advice changes and public meetings and events cannot be held:

The NALC Legal Team are investigating whether an alternative to holding face to face meetings can be utilised by Local Councils during a period of risk to public safety, or whether total suspension of the council decision making process is the only option. This information will be shared as soon as it is known.

As a council we will begin to think through how we prepare for the eventuality of holding meetings electronically and what actions we can take now, so that the transition will be easier - such as ensuring the councils key documents and meeting documents are available on One Drive/SharePoint and that all councillors have access to and know how to use these systems.

Finally, it is essential that we have up to date emergency contact details for all staff, volunteers and councillors. We require everyone to complete and return the necessary form which will be sent out shortly. This isn't just in case anyone gets sick; but is also if we have to contact people outside of usual working hours.